City of Collegedale

FISCAL YEAR 2013-2014 PROPOSED OPERATING BUDGET

TABLE OF CONTENTS

Mission Statement

Budget Overview

General Fund Revenue Summary

General Fund Revenues

Expenditures Summary

Legislative

Municipal Court

Election Expense

Administration

Municipal Building and Codes

Other General Government

Police Department

Fire Protection

Public Works

Debt Service

Sewer Enterprise Fund

Airport Enterprise Fund

MISSION STATEMENT

"The City of Collegedale exits to serve its citizens by exemplifying and embracing our core tenets of Justice, Safety, and Efficiency by fostering an environment of diversity, community culture and effective use of resources."

BUDGET OVERVIEW

This Budget brings all the departments of the City together, and with the help of the Key Managers and their team, the City's future will be enhanced and stabilized for the upcoming fiscal years.

The Budget is broken up into three funds:

General Fund Sewer Enterprise Fund Airport Enterprise Fund

GENERAL FUND REVENUE SUMMARY

Property Tax

Other Taxes

Sales Tax

Grant

Miscellaneous

Total

\$3,315,397

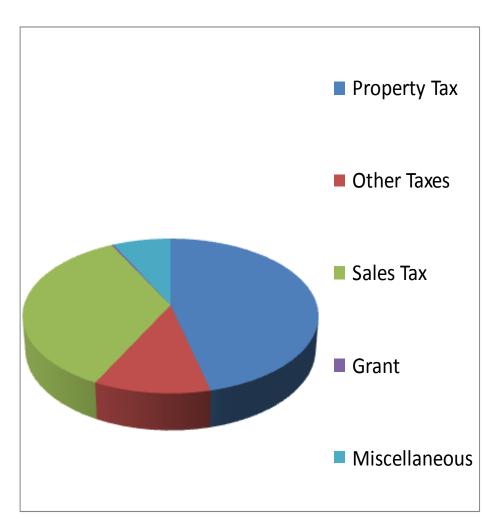
\$805,914

\$2,519,654

\$19,678

\$518,149

\$7,178,792



GENERAL FUND REVENUES

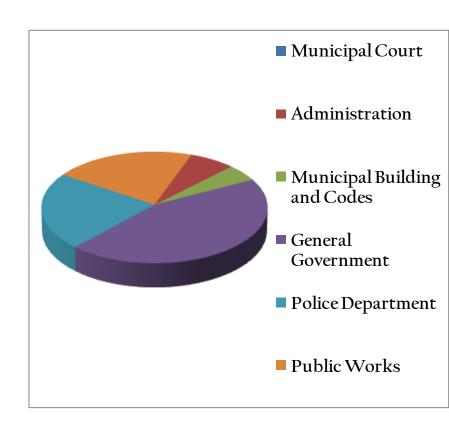
COA	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
31110	Property Tax	\$3,070,935	\$3,315,397	\$244,462	8%
31120	Utility Tax	\$104,500	\$135,780	\$31,280	30%
31610	Local Sales Tax	\$1,819,020	\$1,958,220	\$139,200	8%
31800	Business Tax	\$129,700	\$131,700	\$2,000	2%
31911	Telephone Franchise Tax	\$15,500	\$15,829	\$329	2%
31912	Cable Franchise Tax	\$54,281	\$58,281	\$4,000	7%
32610	Building Permits	\$63,850	\$32,180	(\$31,670)	(50%)
33420	Fed. Law Enforcement Grant	\$18,700	\$19,678	\$978	5%
33510	State Sales Tax	\$537,600	\$561,434	\$23,834	4%
33520	State Income Tax	\$55,000	\$5,000	(\$50,000)	(91%)
33530	State Beer Tax	\$126,000	\$133,843	\$7,843	6%
33551	State Gas Tax	\$210,100	\$215,462	\$5,362	3%

General Fund Revenues

COA	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
33553	State Gas Inspection Fee	\$15,800	\$16,573	\$773	5%
33591	TVA Gross Receipts Tax	\$90,100	\$93,446	\$3,346	4%
34410	Refuse Collection Contract	\$15,000	\$15,000	\$0	0%
34762	Library	\$18,400	\$30,933	\$12,533	62%
35110	City Court Fines and Costs	\$206,270	\$334,536	\$128,266	2%
36100	Interest Earnings	\$30,100	\$30,100	\$0	0%
36330	Sale of Surplus Property	\$5,000	\$20,000	\$15,000	300%
36972	Appropriation from Sewer Fund	\$15,000	\$15,000	\$0	0%
36990	Miscellaneous Revenues	\$25,400	\$40,400	\$15,000	59%
	Total Revenues	\$6,626,256	\$7,178,792	\$552,536	8%

EXPENDITURE SUMMARY

Municipal Court	\$118,788
Administration	\$479,934
Municipal Building and Codes	\$344,836
General Government	\$3,106,568
Police Department	\$1,571,644
Public Works	\$1,482,022
Total	\$7,103,792



LEGISLATIVE 41100

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
171	Fees of Officials	\$23,900	\$2,700	(\$21,200)	(89%)
	Total	\$23,900	\$2,700	(\$21,200)	(89%)

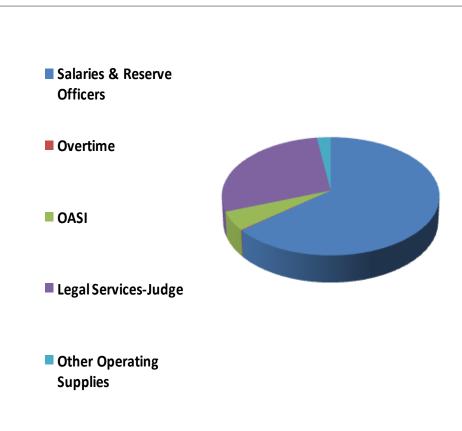
MUNICIPAL COURT 41210

Guiding Principles and Goals

- ❖ A continuing goal of the Collegedale Municipal Court is to provide an enhanced quality service to the citizens of the community with meeting expectations of the citizens that are both professional and proficient.
- ❖ To uphold the accountability of the court's caseloads by completing all duties expected of the Municipal Court in a precise, appropriate timely manner and use of supportive teamwork.
- ❖ To improve community safety through implementation of court orders set by the Judge and the State of Tennessee, while striving to empower individuals to improve and change their lives..

MUNICIPAL COURT 41210





MUNICIPAL COURT 41210

Acct	Detail	FY12/13	FY 13/14	Inc/(Dec)	%
111	Salaries and Reserve Officers	\$74,815	\$76,031	\$1,216	2%
112	Overtime	\$140	\$140	\$0	0%
141	OASI	\$6,088	\$6,172	\$84	1%
252	Legal Services – Judge	\$32,162	\$33,770	\$1,608	5%
329	Other Operating Supplies	\$5,175	\$2,675	(\$2,500)	(48%)
	Total	\$118,380	\$118,788	\$408	0%

ELECTION EXPENSE 41400

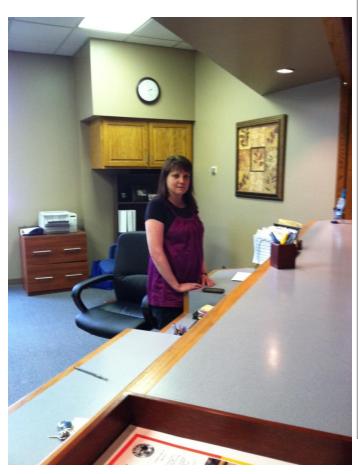
Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
259	Election Expense	\$7,500	\$0	(\$7,500)	
	Total	\$7,500	\$0	(\$7,500)	

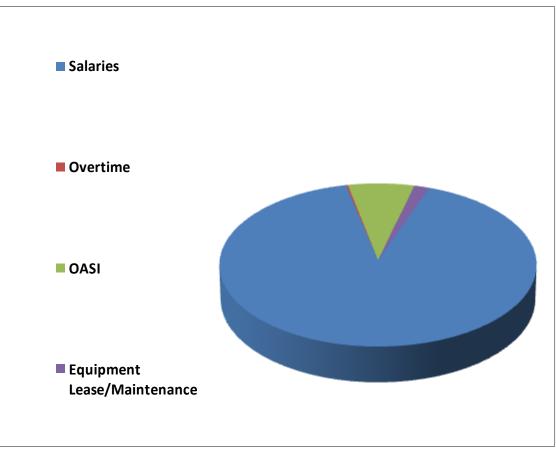
ADMINISTRATION 41600

Guiding Principles and Goals

- ❖ Conduct constant and on-going assessments of individual departments while allowing successful proactive integration to foster a complete dynamic of running a full service city.
- ❖ Effectively project revenues and expenditures by using a constant analysis of real time economic data coupled with proper forecasting of department needs.
- ❖ Lead and manage the City services with vision while respecting historical views and current criteria relative to our Mission Statement and citizen input.

ADMINISTRATION 41600





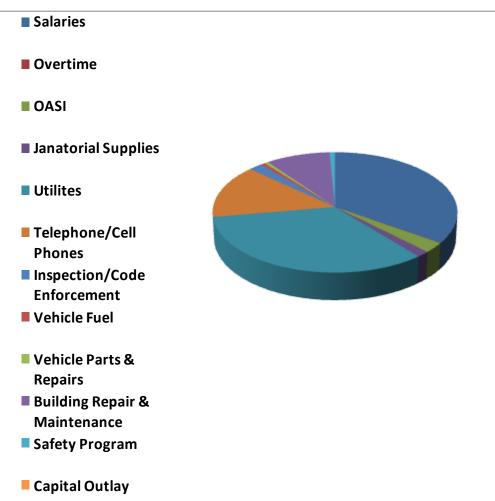
ADMINISTRATION 41600

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
111	Salaries	\$397,934	\$436,750	\$38,816	10%
112	Overtime	\$990	\$990	\$0	0%
141	OASI	\$31,404	\$34,394	\$2,990	10%
533	Equipment Lease	\$7,800	\$7,800	\$0	0%
	Total	\$438,128	\$479,934	\$41,806	10%

Guiding Principles and Goals

- ❖ Increase Code Enforcement compliance thru implementation of property tickets.
- ❖ Streamline inspection process by utilizing proposed mobile inspection software and Panasonic Toughbook laptop computers.
- * Reduce expenditures thru consolidation of phone, internet, and television services.





Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
111	Salaries	\$117,204	\$119,551	\$2,347	2%
112	Overtime	\$250	\$250	\$0	0%
141	OASI	\$9,165	\$9,360	\$195	2%
193	Janitorial Supplies	\$5,228	\$5,424	\$196	4%
241	Utilities	\$118,700	\$114,841	(\$3,859)	(3%)
245	Telephone/Cell Phones	\$49,013	\$49,755	\$742	2%
294	Inspection/Code Enforcement	\$5,232	\$6,782	\$1,550	30%
331	Vehicle Fuel	\$1,800	\$2,325	\$525	29%
332	Vehicle Parts and Repairs	\$2,190	\$1,839	(\$351)	(16%)

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
335	Building Repair/Maintenance	\$32,289	\$31,924	(\$365)	(1%)
344	Safety Program	\$2,863	\$2,785	(\$78)	(3%)
900	Capital Outlay	\$38,000	\$0	(\$38,000)	
	Total	\$381,934	\$344,836	(\$37,098)	(10%)

OTHER GENERAL GOVERNMENT

41990

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
134	Retention & Incentive Plan	\$55,227	\$59,038	\$3,811	7%
135	Benefit Consulting Fees	\$8,475	\$2,121	(\$6,354)	(75%)
137	Health Reimbursement Arrangement	\$53,900	\$55,193	\$1,293	2%
138	Long Term Disability	\$10,612	\$12,639	\$2,027	19%
142	Medical Insurance	\$434,090	\$448,038	\$13,948	3%
143	Retirement	\$268,137	\$298,784	\$30,647	11%
145	Life Insurance	\$2,620	\$2,872	\$252	10%
146	Worker's Compensation	\$50,697	\$71,611	\$20,914	41%
147	Unemployment Taxes	\$7,300	\$7,300	\$0	0%
148	Training and Education	\$38,187	\$41,916	\$3,729	10%
180	Library Funding	\$400,000	\$409,780	\$9,780	2%

OTHER GENERAL GOVERNMENT 41990

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
181	Local Option Sales Tax Commission	\$18,190	\$20,182	\$1,992	11%
182	Flood Insurance	\$8,745	\$10,390	\$1,645	19%
190	Consulting Services	\$6,200	\$31,000	\$24,800	400%
191	City Attorney	\$24,000	\$35,883	\$11,883	50%
211	Postage	\$6,999	\$6,999	\$0	0%
231	Advertising and Newsletter	\$15,000	\$15,000	\$0	0%
238	Dues and Memberships	\$29,297	\$29,297	\$0	0%
239	Recreation and Holiday Programs	\$19,700	\$19,700	\$0	0%
252	Legal Services-Retainer	\$8,400	\$8,400	\$0	0%
253	Engineering Services	\$49,975	\$0	(\$49,975)	(100%)
254	Accounting and Auditing	\$32,500	\$27,600	(\$4,900)	(15%)

OTHER GENERAL GOVERNMENT 41990

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
258	Humane Society	\$42,000	\$42,000	\$0	0%
298	Property Tax Commission	\$61,419	\$68,017	\$6,598	11%
301	Computer Support	\$42,000	\$348,308	\$306,308	729%
308	Bank/Credit Card Fees	\$14,921	\$16,211	\$1,290	9%
309	Coffee Machine and Supplies	\$3,200	\$3,200	\$0	0%
310	Office Supplies	\$31,000	\$32,511	\$1,511	5%
510	TML Insurance	\$59,522	\$59,522	\$0	0%
	Total	\$1,802,313	\$2,183,512	\$381,199	21%

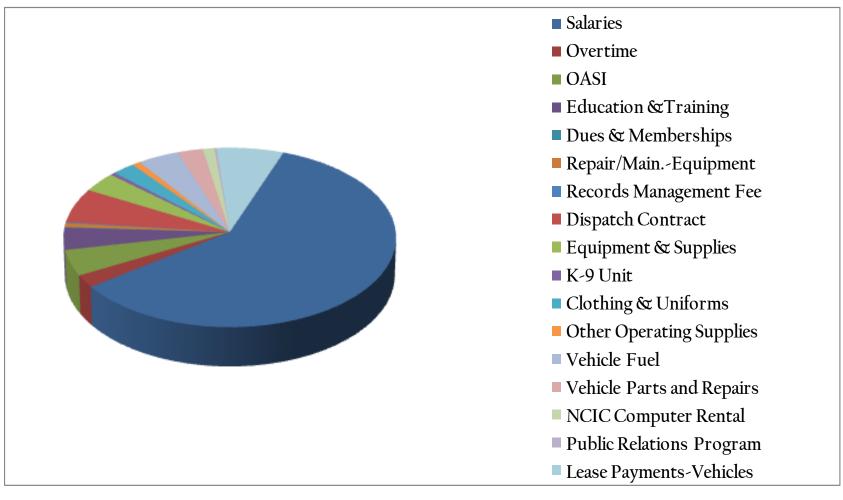
Guiding Principles and Goals

- ❖ Develop training program to improve supervisor's skills and leadership.
- ❖ Improve police presence in community through active visibility in community and business areas.
- Improve methods used in case management and accountability in the detective division.

Mission Statement

Our Mission is to work in alliance with our community to provide effective police services in order to protect, preserve and improve the quality of life we now hold, while simultaneously striving to recognize, defend and respect the sovereignty of all whom we serve.





Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
111	Salaries	\$813,893	\$933,258	\$119,365	15%
112	Overtime	\$35,000	\$35,000	\$0	0%
141	OASI	\$66,555	\$73,194	\$6,639	10%
148	Training and Education	\$61,028	\$62,426	\$1,398	2%
238	Dues and Memberships	\$1,510	\$1,535	\$25	2%
262	Repair/MainEquipment	\$10,543	\$11,313	\$770	7%
290	Records Management Fees	\$5,305	\$2,912	(\$2,393)	(45%)
293	Dispatch Contract	\$63,108	\$97,772	\$34,664	55%
319	Equipment and Supplies	\$49,909	\$56,464	\$6,555	13%
323	K-9 Unit	\$7,570	\$8,270	\$700	9%
326	Clothing and Uniforms	\$29,450	\$36,650	\$7,200	24%

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
329	Other Operating Supplies	\$11,604	\$13,370	\$1,766	15%
331	Vehicle Fuel	\$62,150	\$67,000	\$4,850	8%
332	Vehicle Parts and Repairs	\$43,075	\$41,630	(\$1,445)	(3%)
534	NCIC Computer Rental	\$19,810	\$18,790	(\$1,020)	(5%)
742	Public Relations	\$3,555	\$3,555	\$0	0%
743	Lease Payment- Vehicles	\$111,895	\$108,505	(\$3,390)	(3%)
900	Capital Outlay	\$40,000	\$0	(\$40,000)	(100%)
	Total	\$1,435,960	\$1,571,644	\$135,684	9%

FIRE PROTECTION 42200

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
170	Confined Space Fees	\$5,300	\$5,300	\$0	0%
297	Fire Protection	\$565,405	\$575,131	\$9,726	2%
731	ISO Rating Adjustment	\$20,000	\$20,000	\$0	0%
	Total	\$590,705	\$600,431	\$9,726	2%

*ISO - Class 4 Grade

PUBLIC WORKS DEPARTMENT

43000

PARKS AND RECREATION

43190

WASTE DISPOSAL AND COLLECTION

43260

PUBLIC WORKS / PARKS & RECREATION / WASTE DISPOSAL & COLLECTION 43000 / 43190 / 43260

Guiding Principles and Goals

- ❖ Provide and continuously improve Public Works information for use on the City website.
- ❖ Continue to develop the skills of the Public Works management team to meet the current and future needs of the department.
- ❖ Continually seek ways to deliver the highest quality of service at the most cost effective means and take measures that will meet or exceed expectations.





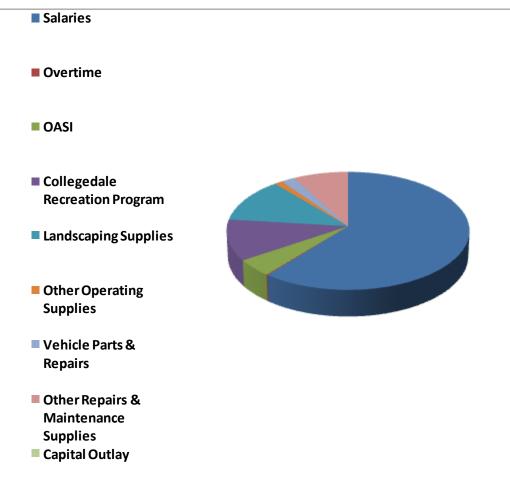
43000

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
111	Salaries	\$376,527	\$447,050	\$70,523	19%
112	Overtime	\$2,980	\$2,115	(\$865)	(29%)
141	OASI	\$29,856	\$34,998	\$5,142	17%
247	Street Lighting	\$4,054	\$4,054	\$0	0%
326	Clothing and Uniforms	\$7,995	\$10,995	\$3,000	38%
329	Other Operating Supplies	\$4,970	\$4,970	\$0	0%
331	Vehicle Fuel	\$46,600	\$46,600	\$0	0%
332	Vehicle Parts and Repair	\$32,250	\$32,250	\$0	0%
340	Other Rep./Main. Supplies	\$27,745	\$17,995	(\$9,750)	(35%)
342	Sign Parts and Supplies	\$4,497	\$4,497	\$0	0%
400	Road Repair Material	\$45,300	\$45,300	\$0	0%

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
410	Roads/Streets Resurfacing	\$191,000	\$191,000	\$0	0%
900	Capital Outlay	\$129,000	\$70,000	(\$59,000)	(46%)
	Total	\$902,774	\$911,824	\$9,050	1%

PARKS AND RECREATION 43190



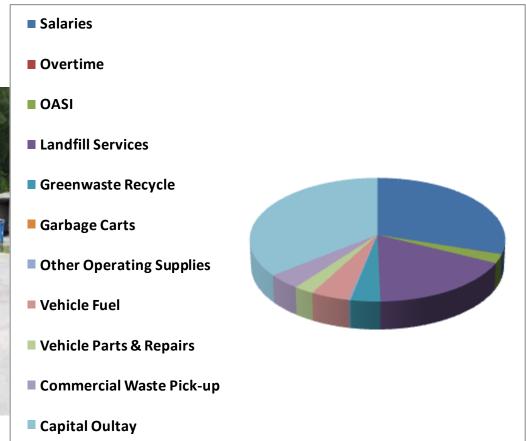


PARKS AND RECREATION 43190

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
111	Salaries	\$89,935	\$91,737	\$1,802	2%
112	Overtime	\$250	\$250	\$0	0%
141	OASI	\$7,026	\$7,147	\$121	2%
236	Collegedale Recreation Program	\$17,000	\$17,000	\$0	0%
328	Landscaping Supplies	\$15,300	\$18,300	\$3,000	20%
329	Other Operating Supplies	\$1,760	\$1,760	\$0	0%
332	Vehicle Parts and Repairs	\$2,949	\$2,949	\$0	0%
340	Other Repairs/Main. Supplies	\$12,000	\$12,000	\$0	0%
900	Capital Outlay	\$0	\$0	\$0	
	Total	\$146,220	\$151,143	\$4,923	3%

WASTE COLLECTION & DISPOSAL 43260





WASTE COLLECTION & DISPOSAL 43260

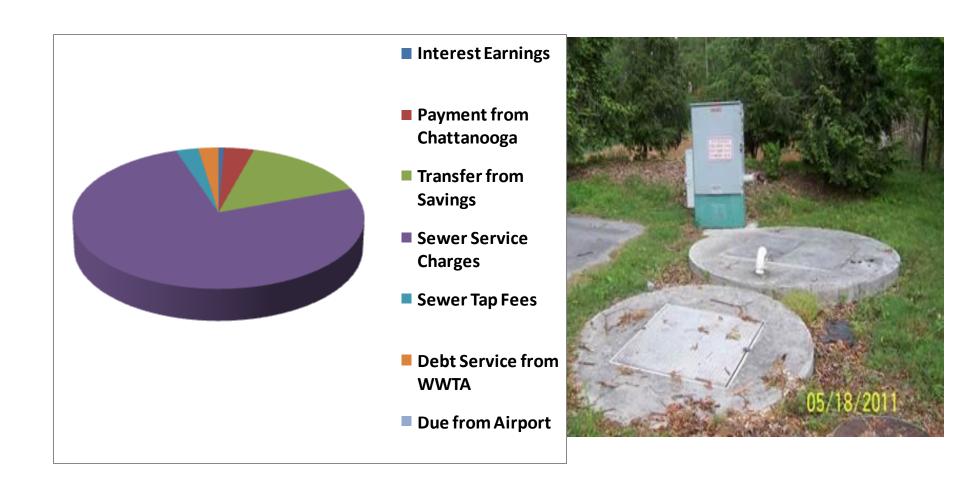
Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
111	Salaries	\$108,611	\$125,597	\$16,986	16%
112	Overtime	\$150	\$150	\$0	0%
141	OASI	\$8,561	\$9,843	\$1,282	15%
295	Landfill Services	\$73,355	\$72,512	(\$843)	(1%)
296	Greenwaste Recycle	\$10,545	\$14,545	\$4,000	38%
302	Garbage Carts	\$6,165	\$0	(\$6,165)	(100%)
329	Other Operating Supplies	\$970	\$970	\$0	0%
331	Vehicle Fuel	\$15,186	\$18,960	\$3,774	25%
332	Vehicle Parts and Repairs	\$9,953	\$9,953	\$0	0%
535	Commercial Waste Pick-up	\$16,525	\$16,525	\$0	0%
900	Capital Outlay	\$187,000	\$150,000	(\$37,000)	(20%)
	Total	\$437,021	\$419,055	(\$17,966)	(4%)

City of Collegedale FY 13-14 Budget

DEBT SERVICE 49000

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
633	Debt Service - Interest	\$91,970	\$78,742	(\$13,228)	(14%)
639	Debt Service - Principle	\$165,872	\$241,183	\$75,311	45%
	Total	\$257,842	\$319,925	\$62,083	24%

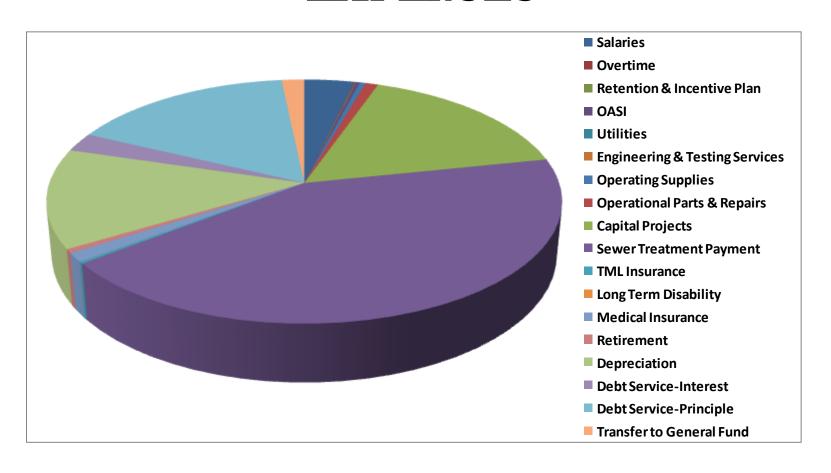
SEWER ENTERPRISE FUND REVENUES



SEWER ENTERPRISE FUND REVENUES

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
36100	Interest Earnings	\$6,000	\$6,000	\$0	0%
36213	Payment from Chattanooga	\$33,648	\$33,653	\$5	0%
37003	Transfer from Savings	\$88,000	\$140,000	\$52,000	59%
37210	Sewer Service Charges	\$662,000	\$701,100	\$39,100	6%
37296	Sewer Tap Fees	\$50,000	\$25,000	(\$25,000)	(50%)
37940	Due from Airport	\$15,000	\$0	(\$15,000)	(100%)
37950	Debt Service from WWTA	\$21,960	\$22,527	\$567	3%
	Total	\$876,608	\$928,280	\$51,672	6%

SEWER ENTERPRISE FUND EXPENSES



SEWER ENTERPRISE FUND EXPENSES 52211

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
111	Salaries	\$32,730	\$33,394	\$664	2%
112	Overtime	\$500	\$500	\$0	0%
134	Retention & Incentive Plan	\$491	\$501	\$10	2%
141	OASI	\$2,617	\$2,631	\$14	1%
241	Utilities	\$750	\$750	\$0	0%
253	Engineering/Testing Services	\$10,100	\$0	(\$10,100)	(100%)
320	Operating Supplies	\$2,225	\$3,110	\$885	40%
338	Operational Parts & Repairs	\$7,250	\$8,450	\$1,200	17%
900	Capital Projects	\$100,000	\$150,000	\$50,000	50%
	Total	<i>\$156,663</i>	\$199,336	\$42,673	27%

SEWER ENTERPRISE FUND EXPENSES 52213: DISPOSAL AND TREATMENT

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
243	Sewer Treatment Payment	\$373,380	\$392,049	\$18,669	5%
	Total	\$373,380	\$392,049	\$18,669	5%

52217: ADMINISTRATION

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
138	Long Term Disability	\$193	\$197	\$4	2%
142	Medical Insurance	\$10,781	\$10,354	(\$427)	(4%)
143	Retirement	\$4,585	\$4,610	\$25	1%
510	TML Insurance	\$2,402	\$2,451	\$49	2%
540	Depreciation	\$124,900	\$120,948	(\$3,952)	(3%)
633	Debt Service – Interest	\$35,004	\$22,800	(\$12,204)	(35%)
639	Debt Service – Principle	\$143,190	\$149,120	\$5,930	4%
760	Transfer to General Fund	\$15,000	\$15,000	\$0	0%
	Total	\$336,055	\$325,480	(\$10,575)	(3%)

SEWER ENTERPRISE FUND OVERVIEW

REVENUES \$928,280

EXPENSES

52211: General Sewer Expense \$199,336 52213: Disposal and Treatment \$392,049

52217: Administration \$325,480

Total Expenses \$916,865

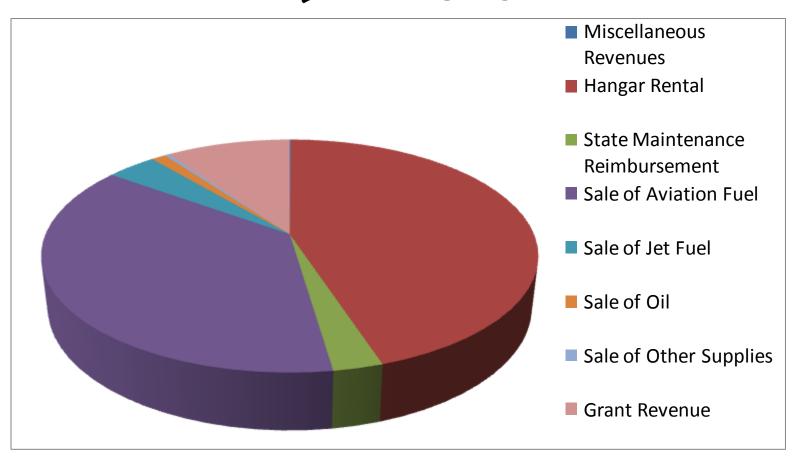
SURPLUS OF \$11,415

AIRPORT ENTERPRISE FUND

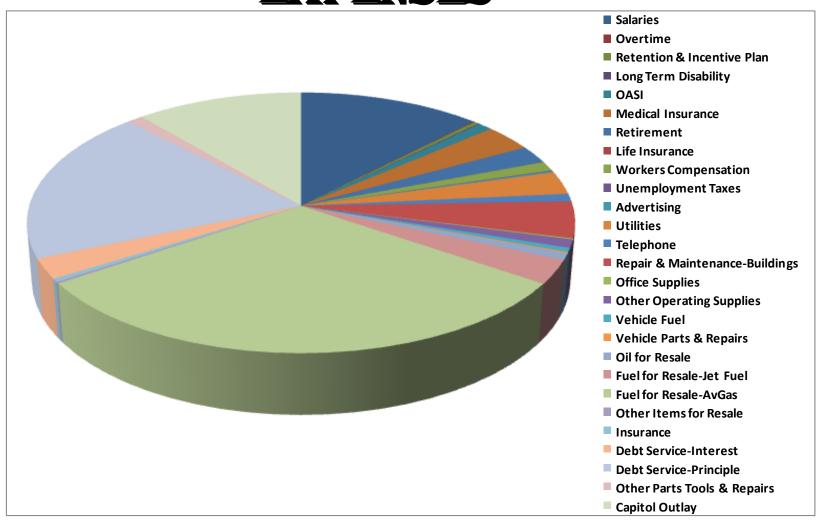
Guiding Principles and Goals

- ❖ Secure our future stability through a more streamlined business approach.
- Keep a positive attitude as the rising cost of fuel and maintenance continue to buffet our path.
- * Cross the first waypoint to our destination of becoming a profitable and debt free airport.





Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
33400	Grant Revenue	\$0	\$47,749	\$47,749	
36990	Miscellaneous Revenues	\$500	\$500	\$0	0%
37512	Hanger Rental	\$224,025	\$220,951	(\$3,074)	(1%)
37521	State Maintenance Reimb.	\$13,000	\$13,500	\$500	4%
37531	Sale of Aviation Fuel	\$193,050	\$183,750	(\$9,300)	(5%)
37532	Sale of Jet Fuel	\$11,024	\$19,094	\$8,070	73%
37538	Sale of Oil	\$3,892	\$5,536	\$1,644	42%
37539	Sale of Other Supplies	\$3,500	\$1,700	(\$1,800)	(51%)
	Total	\$448,991	\$492,780	\$43,789	10%



Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
111	Salaries	\$56,923	\$58,063	\$1,140	2%
112	Overtime	\$200	\$300	\$100	50%
134	Retention and Incentive Plan	\$1,564	\$1,645	\$81	5%
138	Long Term Disability	\$430	\$439	\$9	2%
141	OASI	\$4,490	\$4,568	\$78	2%
142	Medical Insurance	\$16,100	\$15,540	(\$560)	(3%)
143	Retirement	\$10,174	\$10,401	\$227	2%
145	Life Insurance	\$101	\$101	\$0	0%
146	Workers Compensation	\$7,389	\$5,666	(\$1,723)	(23%)
147	Unemployment Taxes	\$500	\$500	\$0	0%
237	Advertising	\$50	\$750	\$700	1400%
241	Utilities	\$13,500	\$13,500	\$0	0%

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
245	Telephone	\$4,518	\$4,518	\$0	0%
266	Repair/MainBuilding	\$21,480	\$21,480	\$0	0%
310	Office Supplies	\$300	\$625	\$325	108%
329	Other Operating Supplies	\$4,809	\$4,809	\$0	0%
331	Vehicle Fuel	\$1,600	\$2,400	\$800	50%
332	Vehicle Parts and Repairs	\$450	\$750	\$300	67%
340	Other Parts Tools & Repairs	\$4,787	\$5,120	\$333	7%
355	Oil for Resale	\$3,244	\$3,742	\$498	15%
357	Fuel for Resale- Jet Fuel	\$8,480	\$14,144	\$5,664	67%
358	Fuel for Resale- AvGas	\$148,500	\$147,000	(\$1,500)	(1%)

Acct	Detail	FY 12/13	FY 13/14	Inc/(Dec)	%
359	Other Items for Resale	\$2,742	\$975	(\$1,767)	(64%)
510	TML Insurance	\$1,720	\$1,820	\$100	6%
633	Debt Service- Interest	\$22,255	\$11,870	(\$10,385)	(47%)
639	Debt Service- Principle	\$85,512	\$90,976	\$5.464	6%
900	Capital Outlay	\$0	\$52,999	\$52,999	
	Total	\$436,817	\$474,701	\$37,884	9%

Revenues \$492,780 Expenses \$474,701

Total Surplus \$18,079

CONCLUSION

The key management and staff members in conjunction with the finance team have spent many tireless hours compiling this document. I am most grateful for their efforts as we all have worked very closely together in the spirit of teamwork and efficiency.

Sincerely,
Ted A. Rogers, MSA
City Manager & Chief Administrative Officer